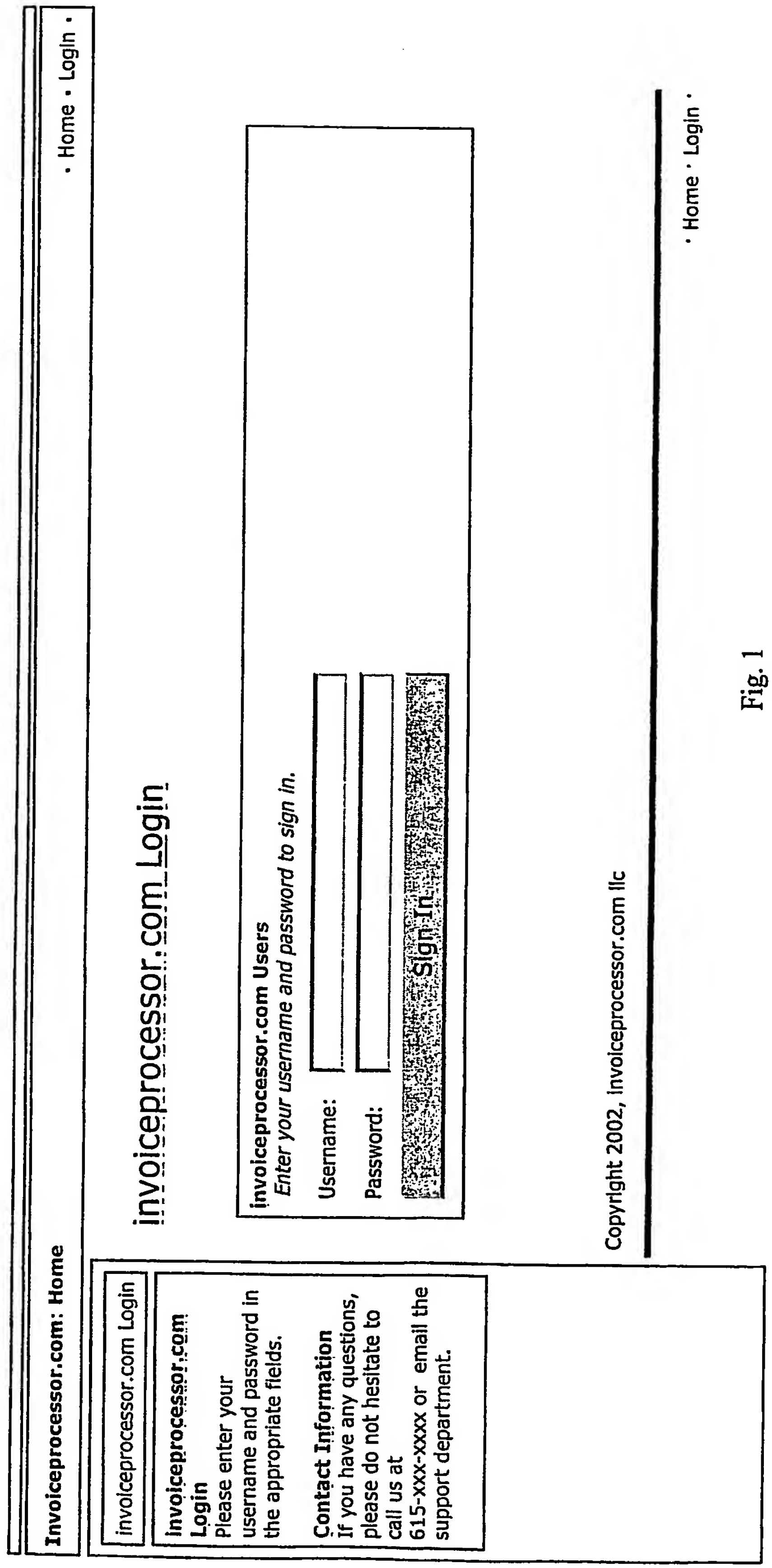
Invoiceprocessor.com: Home
· Home · Login ·
invoiceprocessor.com Login
invoiceprocessor.com Login
Please enter your username and password in the appropriate fields.
Contact Information
If you have any questions, please do not hesitate to call us at 615-xxx-xxxx or email the support department.
invoiceprocessor.com Login
invoiceprocessor.com Users
Enter your username and password to sign in.
Username:
Password:
Sign In
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Fig. 1

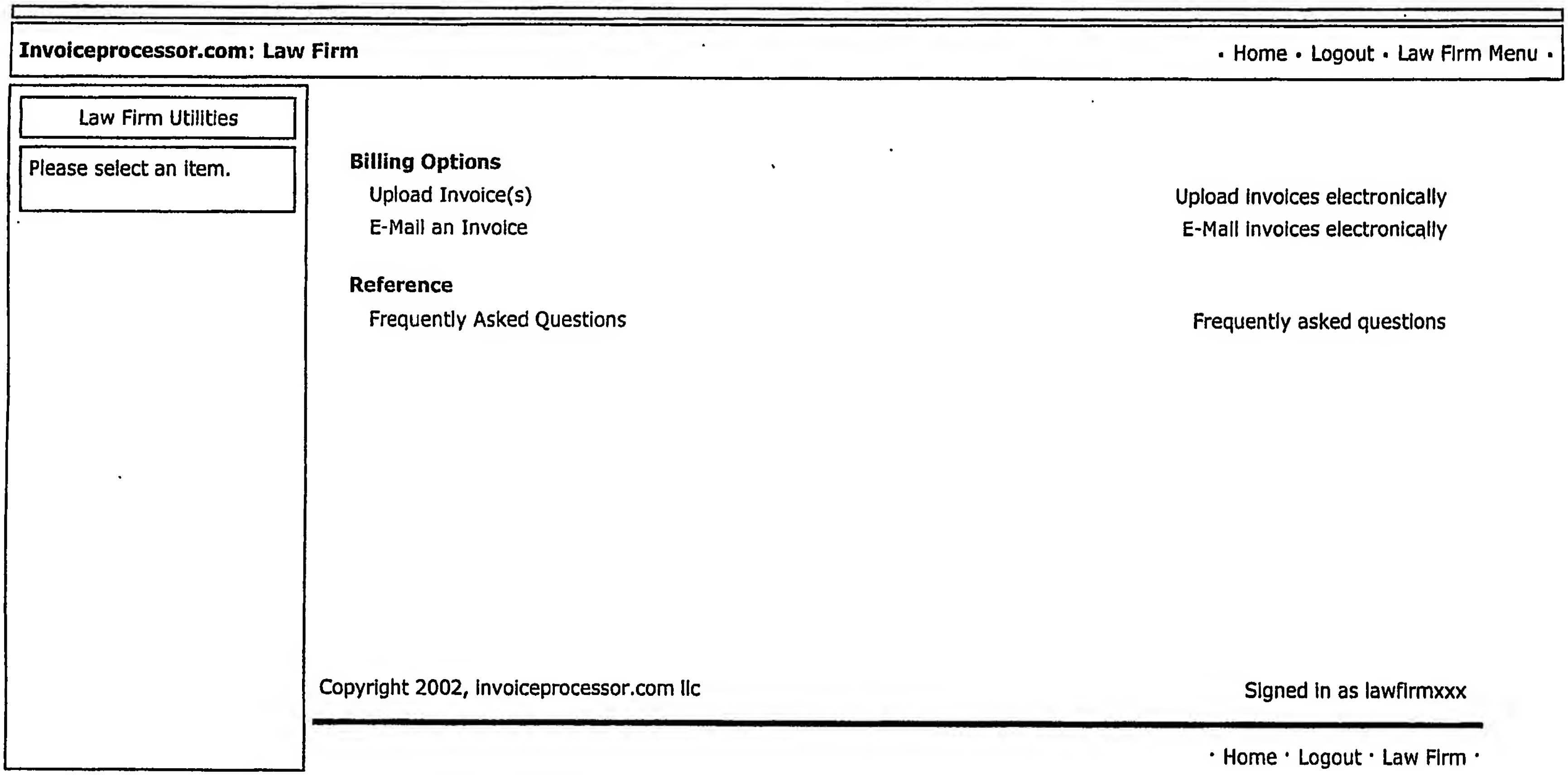
Invoiceprocessor.com: Law Firm
• Home • Logout • Law Firm Menu •
Law Firm Utilities
Please select an item.
Billing Options
Upload Invoice(s)
Upload invoices electronically
E-Mail an Invoice
E-Mail invoices electronically
Reference
Frequently Asked Questions
Frequently asked questions
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Fig. 2(a)

Invoiceprocessor.com: Law Firm · Home · Logout · Law Firm Menu ·

FAQ

Frequently Asked Questions

How Do I Submit an Invoice to Legalbill?
Invoices can be submitted to bills@legalbill.com, mailing a floppy disk or a paper copy to Invoiceprocessor.com llc, PO Box xxx, Brentwood, TN 37024 -1788, or they can be submitted electronically. We can process e-mail and electronic submissions faster than paper copies. If submitting a paper copy, please forward two copies.

What Must an Invoice Include?
All invoices must include three elements:

- Header
- List of Charges
- Footer

What Must a Header Contain?
A header must contain the following elements:

- Name, address, and telephone number of the law firm
- Law firm federal tax ID number
- Client name
- Client office location (if applicable)
- Client contact name - adjuster or other contact
- Lead attorney - optional
- Law firm Matter Number
- Law firm invoice date
- Law firm invoice number

How Do I List Charges?
Charges are the individual line items for which a law firm bills a client. Charges for fee services must include the following information:

- Initials of the biller
- **Full** description of each individual task performed (we will suspend payment if task descriptions are vague)
- Amount of time spent on each task (we will suspend tasks entered without individual time amounts as blocked entries)
- Calculated charge for each task

For Example:

3/05/00	LBS	Review Dr. White's report relating to plaintiff's Medical history	.10	11.00
3/05/00	LBS	Review of accident report from claims adjuster	.20	22.00
3/05/00	LBS	Prepare answer to complaint	.50	55.00
3/05/00	LBS	Prepare demand for jury trial	.10	11.00
3/05/00	LBS	Prepare demand for statement of damages	.10	11.00

Pre-approval -- If a charge that would normally be suspended has been pre-approved, include the word "Pre-approved" in the task description, as well as the

Fig. 2(b) 1of 5

name of the person who pre-approved it.
For example:

3/05/00	LBS	Legal research re: Motion for summary judgement. Preapproved by J. Johnson	2.5	275.00

No Charge -- If you spend time on a task and do not charge the client, enter a time of "0" and enter "N/C" in the amount column to indicate "No Charge" for that task.

ABA/ACCA Task Codes -- If your billing practice includes ABA/ACCA task codes or if your client's Guidelines require them, see How Do I Include ABA/ACCA Task Codes?

How Do I List Grouped Charges?
A grouped charge consists of two or more individual tasks grouped together in a single entry. The time spent on each individual task must be itemized.

A block-billed entry is one in which time itemization for each specific task is not provided. Block-billed entries will be suspended.

If your normal billing practice uses grouped charges on invoices, use the following format:

- Date the service was performed
- Initials of the biller
- **Full** description of each individual task performed (we will suspend payment if task descriptions are vague)
- Amount of time spent on each task in parentheses (we will suspend tasks entered without individual time amounts as block entries)
- Separate individual entries with a semi-colon
- Include resulting cumulative charge in a separate column

For example:

3/05/00	LBS	Telephone call to opposing counsel re: deposition(.1); prepare deposition notice to witness(.1);phone call to witness re: deposition(.2)	.40	44.00

How Do I Bill for Reimbursement of Disbursements?
All disbursements should be listed under a Disbursement or Cost Heading and NOT included in a fee entry. To bill your client for reimbursement, you must provide complete decriptions of the disbursements on your invoice:

- Date the expense was incurred
- Full and complete description of the disbursement, including quantity and unit price itemization
- Resulting charge

For example:

2/06/00	Photocopies (150 @ .10 each)	15.00
2/10/00	Milage to court (385 @ .31/mile)	119.35
2/15/00	Legal Research Lexus/WestLaw	43.27

Fig. 2(b) 2 of 5

2/20/00	Courier Service delivery of document	14.00

Do not transmit to us the actual vendor bill unless your client's guidelines require you to do so.

Travel and Mileage -- note the following example of the correct method of listing mileage:

5/5/00	Travel to Chattanooga--300 miles @ .31/mile	93.00	**Correct**
5/5/00	travel/mileage	93.00	**Incorrect, not itemized**

Travel expenses should be listed as individual charges within the main invoice. Do not list all travel expenses as one charge with a separate itemization schedule.

Client guidelines frequently require law firms to maintain receipts for possible future inspection. Consult your client's guidelines to determine your requirements.

How Do I Include ABA/ACCA Task Codes?
American Bar Association/American Corporate Counsel Association (ABA/ACCA) task codes have two component parts: the task code and the activity code. The task code describes the nature of the work product, while the activity code describes how the work was performed.

If your billing practice includes ABA/ACCA task codes or your client's Guidelines require including these codes, your format must comply with the following (either listed or embedded):

- Task codes precede the charge description<
- Task codes enclosed in backrest brackets ([...])
- Task and activity codes separated by a comma and a space

For example:

5/05/00	JMG	[EL210, A103] Prepare answer to complaint	.30	33.00

What Must a Footer Contain?
Each invoice must include a footer containing:

- Total of all professional services rendered during the billing period
- Combined total of all fees and disbursements
- Indication of any prearranged fee discount or fee sharing arrangement, including how the discount is taken or fraction of the share and revised total
- Tax type if any, such as "sales", "general services", and so on
- Carryover credits, debits, and balances from prior services, if any
- Time keeper summary - full name, title and rate for each individual time keeper on this invoice

How Can I Avoid Common Problems on Invoices?
The following hints can help you avoid problems with invoices you submit and ensure their prompt processing.

Proper Format -- List all elements of each charge, including date, timekeeper,

Fig. 2(b) 3 of 5

charges, rates, and so on in separate columns.

Block Billing -- Block-billing is the grouping of multiple tasks under one time entry. Be sure to provide discrete time increments for each task.

Inaccurate itemization -- Double check your charge entries that require itemization and unit price information, such as photocopying and mileage. Most client guidelines require us to suspend charges not properly itemized.

Vague Task Descriptions -- List the sender, recipient and subject matter for all telephone calls, correspondence, conferences and ect.

How Do I Submit a Balance Due Statement?
A balance due statement is a monthly statement of outstanding balance, unrelated to new charges, that a law firm may send our client. Submit balance due statements directly to the client.

LegalbillReview&Management™ does not process balance due statements. If balance is due, either we have already reviewed the charges and sent our recommendation to the client or else the charges have not previously been submitted to us. Law firms can direct inquires as to the status of recommended payments directly to the client.

How Do I Submit a Direct Pay Invoice?
A direct pay invoice is an invoice for payment of expenses directly to a third party, such as an expert or court reporter. Law firms can submit direct pay invoices directly to thier client for reimbursement or include it as a disbursement charge on a regular invoice sent to LegalbillReview&Management™. Check your client's guidelines for the preferred procedure.

How Do I Resubmit Charges?
LegalbillReview&Management™ reviews law firm invoices for compliance with our clients' billing guidelines. Charges that do not meet the billing guidelines, such as block-billed fees or tasks with incomplete descriptions, are suspended from payment.

If your client allows resubmittal for suspended charges, LRM must have the additional information from the law firm in order to evaluate the charges for compliance with the guidelines. You can provide this additional information in a "resubmit invoice" or "Re-Audit".

If a time limit for resubmitting charges is specified in your client guidelines. Resubmitted charges must be received within their time limit.

To resubmit suspended charges, include a header. In addition, the header for a "resubmit" invoice must include:

- The control number listed in the upper right-hand corner of the Law Firm Report
- The word "Resubmit"
- The date of the original invoice

We will return the resubmit invoices if we can not associate them with their original charges. For each charge, include the following:

- Charge date
- Charge number
- Timekeeper
- Charge Text--copy the suspended biling entry or cost
- Enter the new Task Description--must contain both a breakdown of the time billed for each task and a full description of the task, including the participant, recipients and authors, as well as the subject matter of the correspondence, memoranda, calls and conferences
- Time (not to exceed original time billed)
- Cost information (not to exceed original cost billed)

Fig. 2(b) 4 of 5

You must resubmit "block-billed"' charges showing a time and/or fee entry for each task billed. The charges, when unbundled, should not exceed the time and amount billed for the blocked entry on the original bill.

Do not include any new or additional charges on your resubmit invoice. We will not review them. New charges should be billed on a new invoice.

Do not resubmit suspended charges in a letter format. If you wish to include comments with your resubmitted charges, attach them to the resubmit invoice.

The following items should not be changed in resubmitted charges.

- Charge date
- Timekeeper
- Total hours for a given charge to exceed original hours billed
- Total dollar amount for a given charge to exceed original cost billed

If any of these elements are revised, the charge will remain suspended.

Contact Information
If you have any further questions, please do not hesitate to contact us at help@invoiceprocessor.com. We welcome all inquiries.

 Signed in as lawfirmxxx

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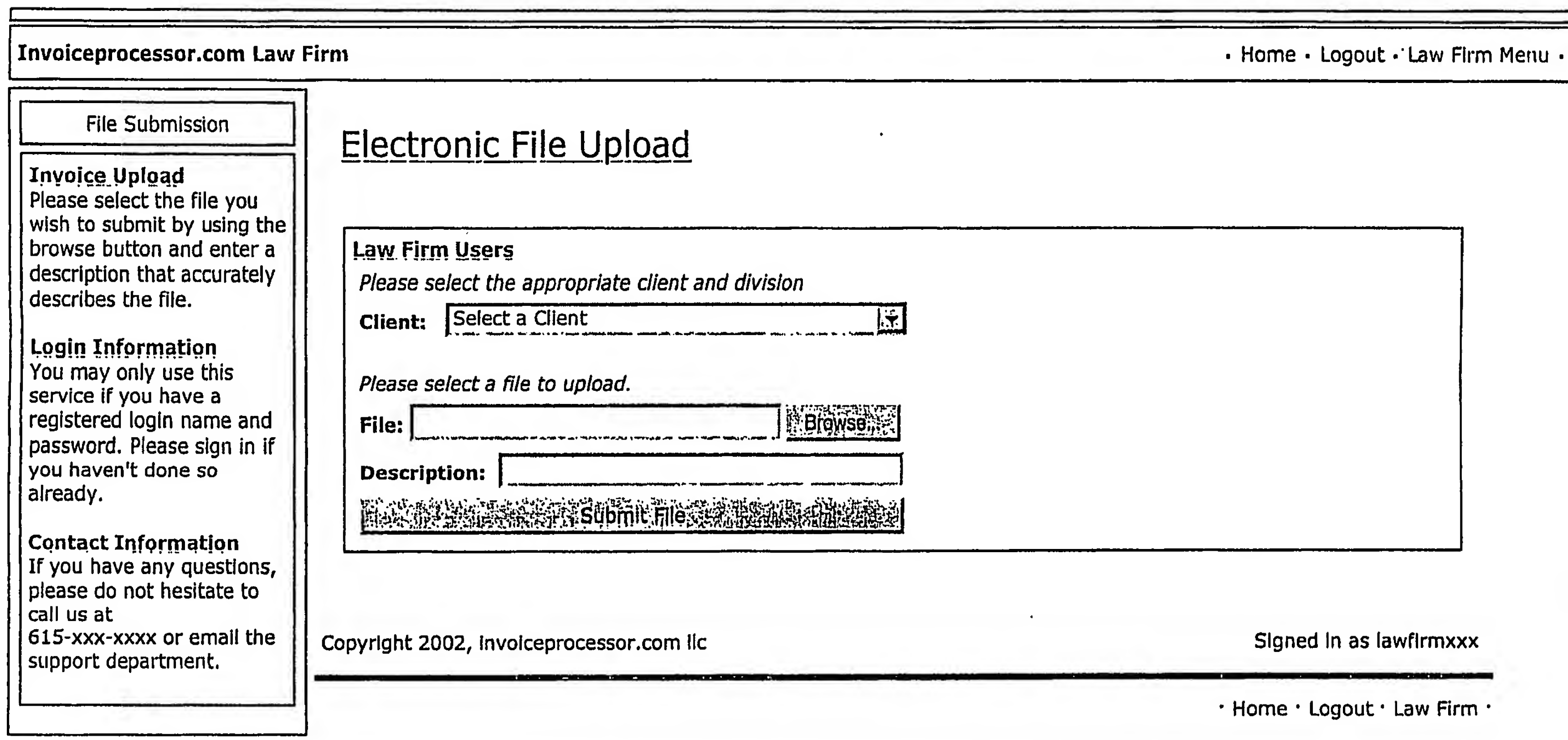
Fig. 2(b) 5 of 5


Invoiceprocessor.com Law Firm
• Home • Logout • Law Firm Menu •
File Submission
Invoice Upload
Please select the file you wish to submit by using the browse button and enter a description that accurately describes the file.
Login Information
You may only use this service if you have a registered login name and password. Please sign in if you haven't done so already.
Contact Information
If you have any questions, please do not hesitate to call us at 615-xxx-xxxx or email the support department.
Electronic File Upload
Law Firm Users
Please select the appropriate client and division
Client:
Select a Client
Please select a file to upload.
File:
Browse...
Description:
Submit File
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Signed in as lawfirmxxx
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Fig. 3

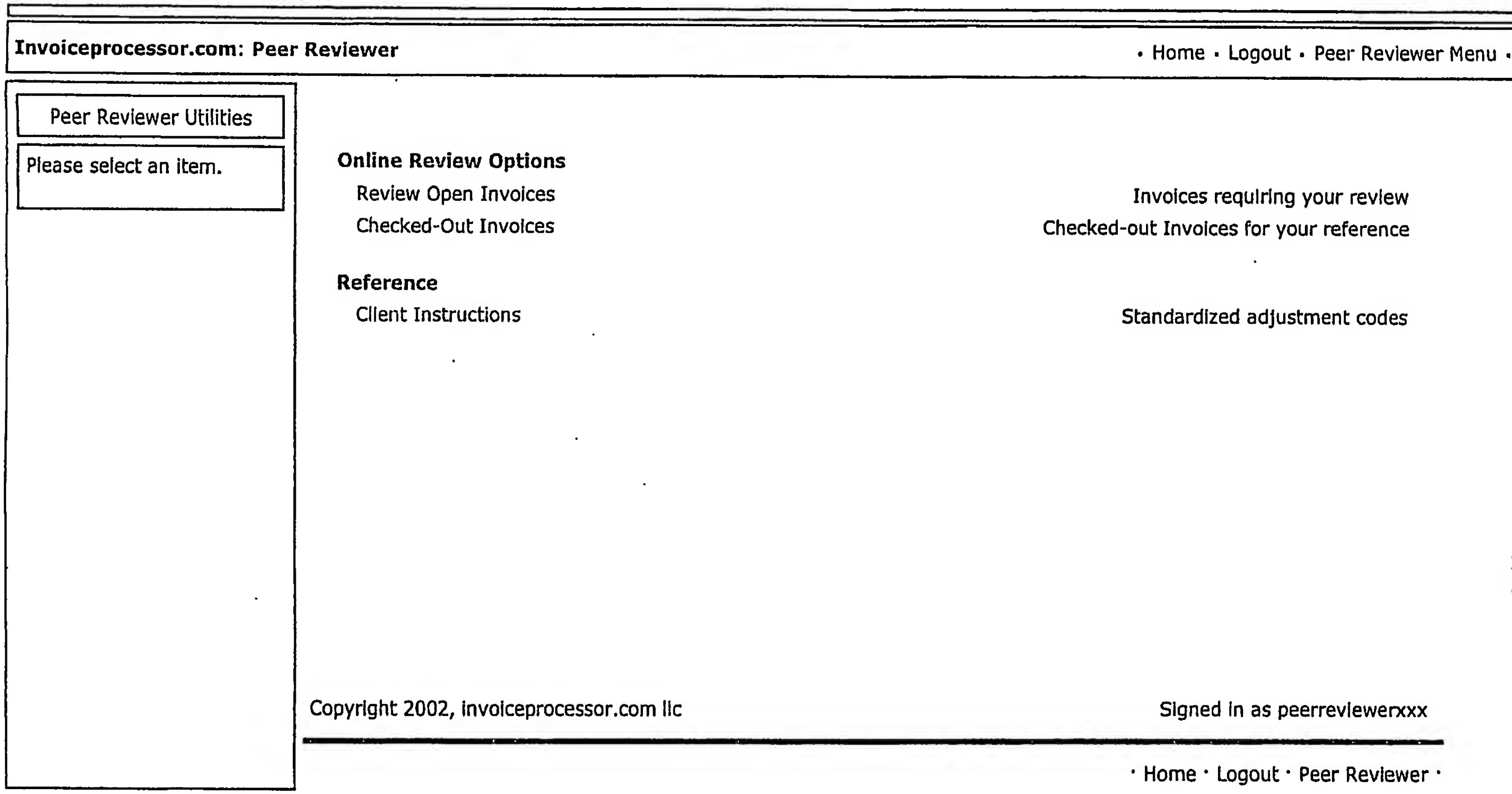
Invoiceprocessor.com: Peer Reviewer
• Home • Logout • Peer Reviewer Menu •
Peer Reviewer Utilities
Please select an item.
Online Review Options
Review Open Invoices
Invoices requiring your review
Checked-Out Invoices
Checked-out Invoices for your reference
Reference
Client Instructions
Standardized adjustment codes
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Fig. 4

Invoiceprocessor.com: Reviewing Invoices Online

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Invoice Review

Invoice Selection
Please select the invoice you wish to review by selecting the appropriate control number.

Note: If you need to see the full name of a case, client, or law firm, hold your mouse over the abbreviated text.

Invoices in **red** have exceeded our recommended turn-around time of 5 days.

Contact Information
If you have any questions, please do not hesitate to call us at 615-xxx-xxxx or contact the Technical Department.

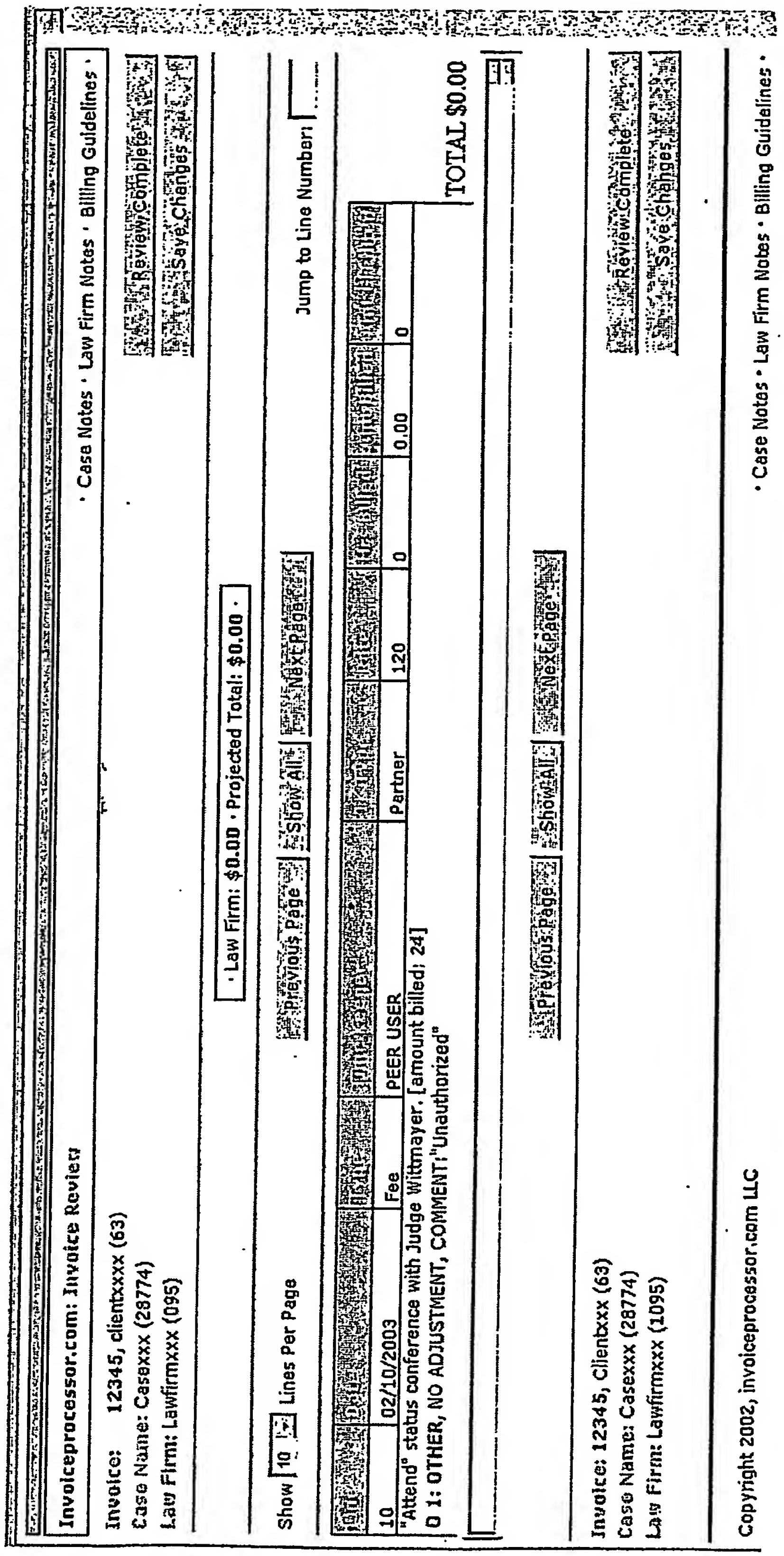
There is a total of 1 invoices to review.

Control #	Date Assigned	Client	Law Firm	Case	Lines
12345	03/03/2003	Clientxxx	Lawfirmxxx	Casexxx	125

Signed in as peerreviewerxxx

· Home · Logout · Peer Reviewer ·

Fig. 5


Invoiceprocessor.com: Invoice Review
• Case Notes • Law Firm Notes • Billing Guidelines •
Invoice: 12345, clientxxx (63)
Case Name: Casexx (28774)
Law Firm: Lawfirmxxx (095)
Review Complete
Save Changes
• Law Firm: $0.00 • Projected Total: $0.00 •
Show 10 Lines Per Page
Previous Page
Show All
Next Page
Jump to Line Number:
10
02/10/2003
Fee
PEER USER
Partner
120
0
0.00
0
"Attend" status conference with Judge Wittmayer. [amount billed: 24]
0 1: OTHER, NO ADJUSTMENT, COMMENT: "Unauthorized"
TOTAL $0.00
Previous Page
Show All
Next Page
Invoice: 12345, Clientxxx (63)
Case Name: Casexx (28774)
Law Firm: Lawfirmxxx (1095)
Review Complete
Save Changes
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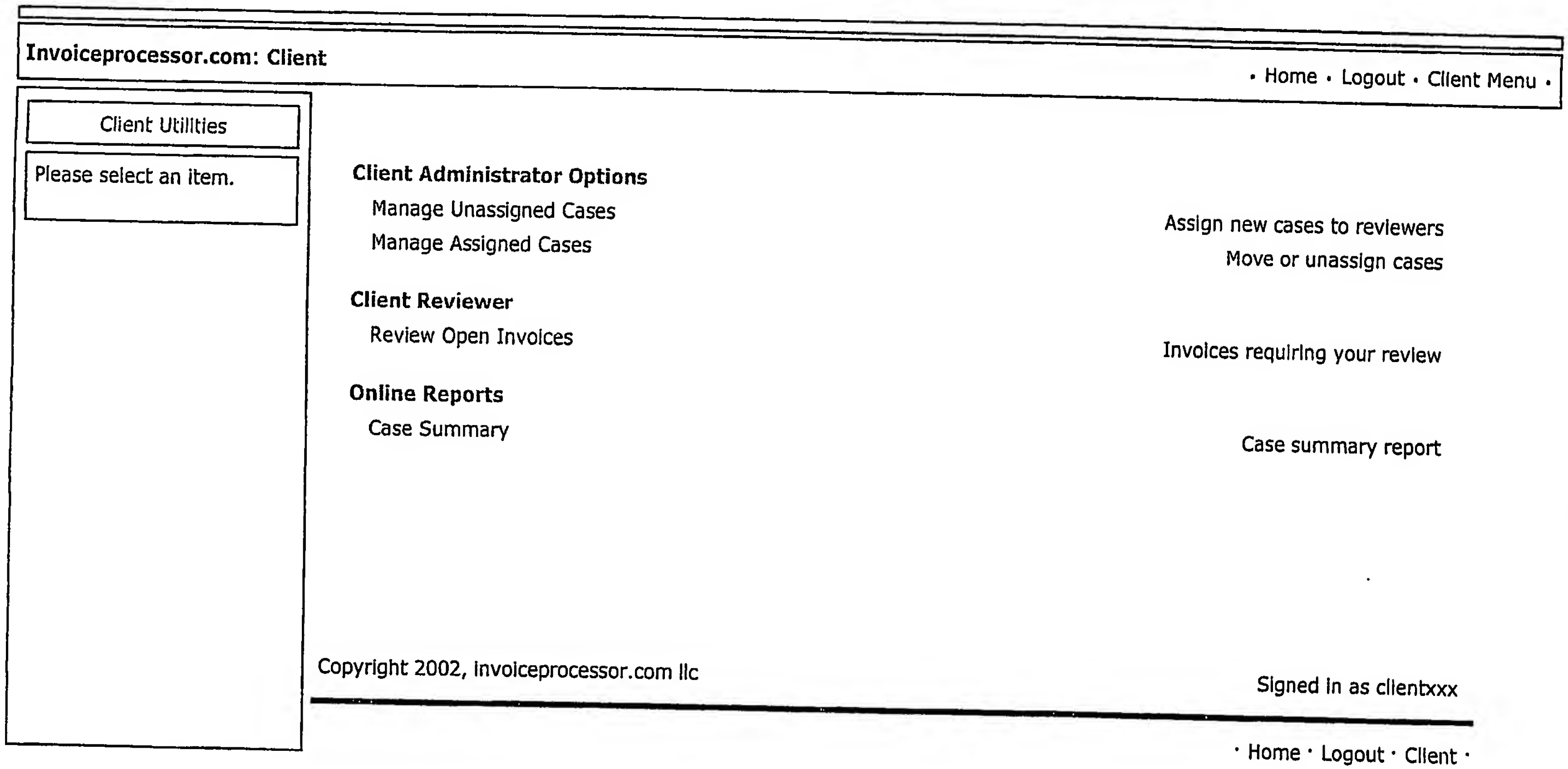
• Case Notes • Law Firm Notes • Billing Guidelines •

Fig. 6


Invoiceprocessor.com: Client
• Home • Logout • Client Menu •
Client Utilities
Please select an item.
Client Administrator Options
Manage Unassigned Cases
Assign new cases to reviewers
Manage Assigned Cases
Move or unassign cases
Client Reviewer
Review Open Invoices
Invoices requiring your review
Online Reports
Case Summary
Case summary report
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Signed in as clientxxx
• Home • Logout • Client •

Fig. 7(a)

Invoiceprocessor.com: Client Case Management

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Case Management

Case Management
Please select the cases you wish to assign to a client reviewer by selecting the appropriate person in the list and clicking GO.

All cases listed here have invoices that are currently awaiting client authorization and have no reviewer assigned. No invoices will be available until a client reviewer is assigned to a case.

Note: If you need to see the full name of a case, client, or law firm, hold your mouse over the abbreviated text for a moment.

Contact Information
If you have any questions, please do not hesitate to call us at 615-xxx-xxxx or contact the support department.

3 CASES WITH NO CLIENT REVIEWER ASSIGNED

Assign selected case(s) to [ ] GO

☐	Case	Case Type	Law Firm	Matter #
☐	Compensation Committee Advice	Employment ...	Lawfirmxxx	74916-00050
☐	Employee Benefits	Employment ...	Lawfirmyyy	74916-00010
☐	Immigration	Immigration	Lawfirmzzz	00007

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Signed in as clientxxx

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Fig. 7(b)

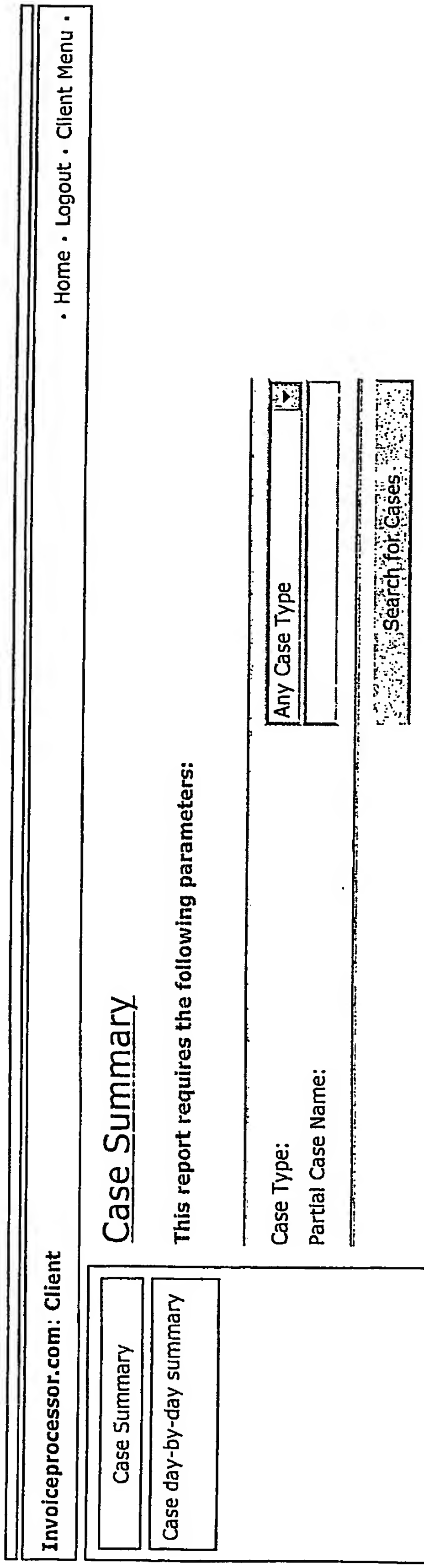
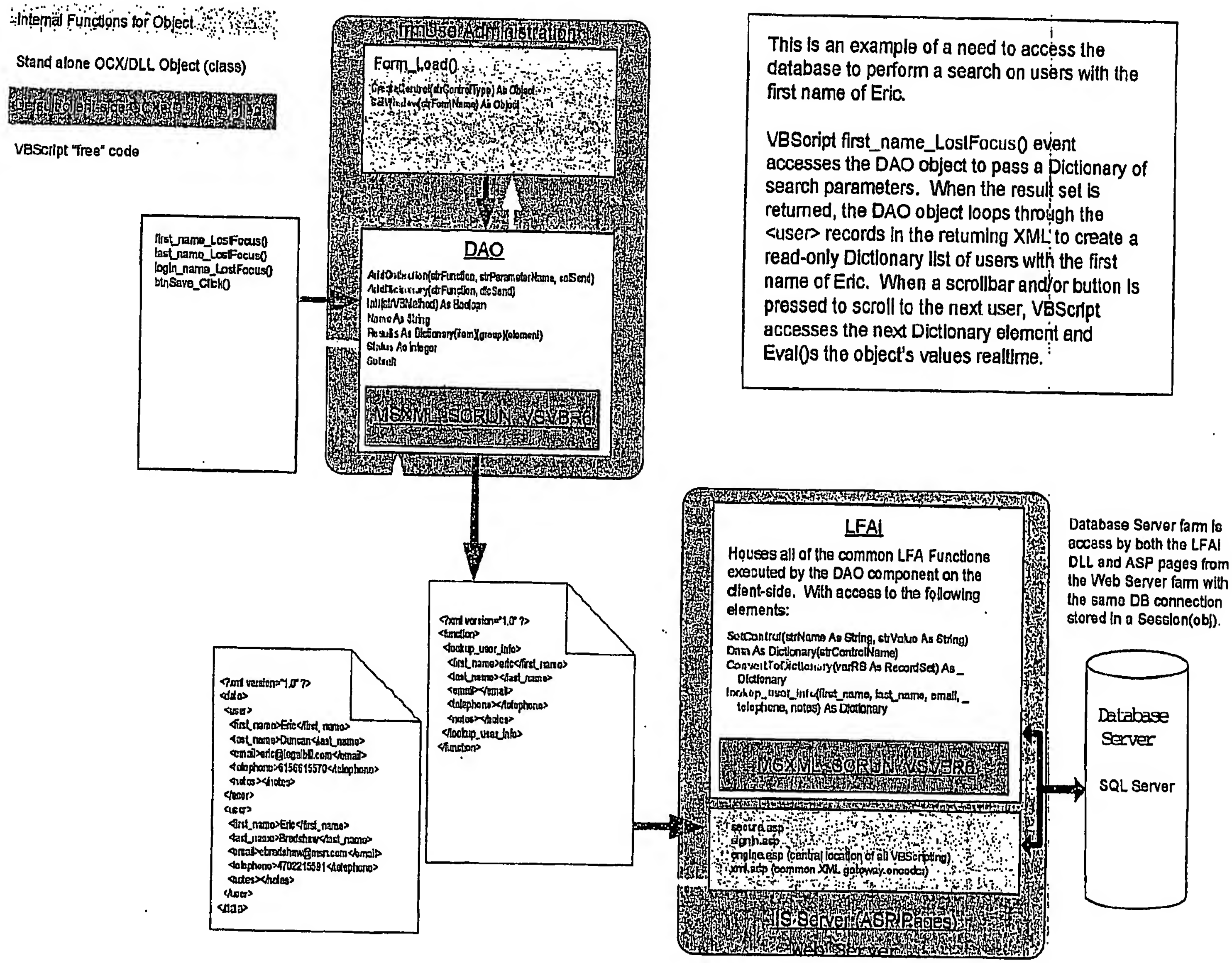

Invoiceprocessor.com: Client
• Home • Logout • Client Menu •
Case Summary
Case day-by-day summary
Case Summary
This report requires the following parameters:
Case Type:
Any Case Type
Partial Case Name:
Search for Cases

Fig. 7(c)



LFAi technical procedure map and guidelines.

Fig. 8

System Database Erwin Key

Table Colors:

Red	People Tables
Blue	Company Tables
Green	Case/Invoice Tables
Purple	Application Tables

This document outlines the basic structural and procedural designes of database Euler.

Please refer to specific notes in euler.er1 for more detailed descriptions.

Attributes:

Bold Attributes	Primary and Foreign Keys **Note:** Several attribute names change across tables In general, **bold red** attributes that relate to people are **user_ids**, and **bold blue** attributes that relate to companies are **company_ids.**
Colored Attributes	Unique Attributes
Gold Captions	Triggers
Teal Captions	Unique Groups

Triggers:

Client Check	Verify the **company_id/client_id** attempting entry has a **company_type_id** equal to "**C**" in **tblCompanies.**
Law Firm Check	Verify the **company_id/lawfirm_id** attempting entry has a **company_type_id** equal to "**L**" in **tblCompanies.**
Billing Company Check	Verify the **company_id/billing_company_id** attempting entry has a **company_type_id** equal to "**B**" in **tblCompanies.**
Client Instruction Check	Verify the **adjustment** attempting entry has an **instruction_id** that belongs to the current case's **client** and **client division id** in **tblClientInstructions.**
Law Firm Time Keeper Check	Verify the **invoice detail** attempting entry has a **time keeper** that belongs to the current case's **client** and **client division id** in **tblClientTimeKeepers.**
User/Affiliation Screen Check	Verify the **control name** is a member of a **screen** which the current **user** has access to view.

Unique Groups:

Client Law Firm Matter Number	Verify that no two cases belonging to the same **law firm division** have identical **matter numbers.**
Client Division Name	Verify that no two **client divisions** belonging to the same company have identical **division names.**
Parcer Place Holder	Verify that for a single **parcer import format,** there do not exist two identical **place holders.**
Country Description	Verify that for a single **country,** there do not exist two identical **region descriptions.**

Fig. 9
(1 of 15)

Stored Procedures:

Note: All "...sp_add_..." stored procedures may take as input the primary key(s) for row to be added. If the primary key(s) already exist in the database, the stored procedure updates the existing row. Otherwise, a new row is created.

Name	*Input Variables*	*Output*
isp_add_affiliation	@affiliation_id CHAR(1) OUTPUT @description VARCHAR(50)	The **affiliation_id** of the modified affiliation.
isp_add_attribute	@attribute_id INT OUTPUT @description VARCHAR(50)	The **attribute_id** of the modified attribute.
isp_add_code_type	@code_type_id CHAR(3) OUTPUT @description VARCHAR(50)	The **code_type_id** of the modified code type.
isp_add_company	@company_id INT OUTPUT @company_type_id CHAR(1) @company_name VARCHAR(75) @company_initials VARCHAR(20) @federal_id VARCHAR(20) @website VARHCAR(50)	The **company_id** of the modified company.
isp_add_company_type	@company_type_id CHAR(1) OUTPUT @description VARCHAR(50)	The **company_type_id** of the modified company type.
isp_add_contact_type	@contact_type_id CHAR(1) OUTPUT @description VARCHAR(50)	The **contact_type_id** of the modified contact type.
isp_add_control_type	@control_id INT OUTPUT @code_type_id VARCHAR(3) @description VARCHAR(50)	The **control_id** of the modified control.
isp_add_country	@country_id VARCHAR(2) OUTPUT @description VARCHAR(50)	The **country_id** of the modified country.
isp_add_currency	@currency_id VARCHAR(3) OUTPUT @currency_name VARCHAR(50) @exchange_rate VARCHAR(20) @date_updated DATETIME	The **currency_id** of the modified currency.
isp_add_failure	@procedure	
isp_add_region	@country_id VARCHAR(2) @region_id VARCHAR(3) OUTPUT @description VARCHAR(50)	The **region_id** of the modified region.

Fig. 9
(2 of 15)

isp_add_user	@user_id INT OUTPUT @affiliation_id CHAR(1) @first_name VARCHAR(50) @middle_name VARCHAR(50) @last_name VARCHAR(50) @email VARCHAR(50) @telephone VARCHAR(14) @notes VARCHAR(1024) @title VARCHAR(50) @address1 VARCHAR(50) @address2 VARCHAR(50) @address3 VARCHAR(50) @city VARCHAR(50) @region_id CHAR(3) @zip_code VARCHAR(10) @country_id VARCHAR(2) @fax VARCHAR(20) @cable VARCHAR(20) @telex VARCHAR(20) @login_name VARCHAR(50) @password VARCHAR(20) @disabled @company_id INT @division_id INT @date_admitted_to_bar DATETIME @time_keeper_type_id CHAR(1) @peer_reviewer CHAR(1)	The **user_id** of the modified user.
isp_verify_login	@login_name VARCHAR(50) @password VARCHAR(16)	When successful, the **user_id, login_name, password** and **affliation _id** of the person logging in. When not successful, an error message in a column labeled "error".
isp_verify_permission	@x INT @y VARCHAR(16) @procedure VARCHAR(50) @z INT OUTPUT	The **affiliation_id** of the given user on success; nothing on failure.
isp_view_password	@login_name VARCHAR(50)	The **user_id, password, email,** and **email_count** (how many users use the same email address) of the given **login_name.**

Note: All other stored procedures call isp_verify_permission for security reasons. The first two variables of every stored procedure below (although they are not explicitly listed) are: @x INT and @y VARCHAR(16), where @x is the **user_id** of the person attempting execution and @y is the **password** of the person attempting execution.

If any stored procedure receives a permission failure response from isp_verify_permission, the output of the stored procedure will be an error message in a column labeled "error."

Fig. 9
(3 of 15)

sp_add_case	@case_id INT @case_name VARCHAR(255) @case_type_id VARCHAR(3) @client_id INT @client_division_id INT @client_case_id VARCHAR(50) @lawfirm_id INT @lawfirm_division_id INT @matter_number VARCHAR(50) @billing_company_id INT @billing_company_division_id INT @billing_company_case_id VARCHAR(50) @peer_reviewer INT @notes VARCHAR(1024)	The case_id of the modified case.
sp_add_case_attribute	@case_id INT @data_type_id INT @data_value VARCHAR(255)	The case_id and data_ type_id of the modified case attribute.
sp_add_case_contact	@case_id INT @company_type_id CHAR(1) @contact INT @send_email CHAR(1) @number_of_copies INT @number_of_summaries INT	The **case_id** and **company_type_id** of the modified case contact.
sp_add_client_data	@company_id INT @division_id INT @data_type_id INT @description VARCHAR(255)	The **client_id, client_ division_id**, and **data_ type_id** of the modified client data.
sp_add_client_instruction	@company_id INT @division_id INT @instruction_group_id CHAR(2) @instruction_id INT	The **client_id, client_ division_id, instruction group_id**, and **instruction_id** of the modified client instruction.
sp_add_client_lawfirm	@client_id INT @client_division_id INT @lawfim_id INT @lawfirm_division_id INT @date_agreement_sent DATETIME @date_agreement_received DATETIME @date_flagging DATETIME @date_auditing DATETIME @notes VARCHAR(1024)	The **client_id** of the modified client/lawfirm association.
sp_add_company_division	@company_id INT @company_type_id CHAR(1) @company_name VARCHAR(75) @company_initials VARCHAR(20) @federal_id VARCHAR(20) @website VARCHAR(50) @division_id INT @division_name VARCHAR(75) @printing_notes VARCHAR(1024) @notes VARCHAR(1024) @currency_id VARCHAR(3) @commissioner INT @commission VARCHAR(20) @percentage VARCHAR(20) @charge VARCHAR(20)	The **company_id** and **division_id** of the modified company division. Calls isp_add_ company in order to add/ edit the associated company.

Fig. 9
(4 of 15)

sp_add_conflict	@peer_reviewer INT @company_id INT @division_id INT	The **peer_reviewer**, **company_id**, and **division_id** of the modified conflict.
sp_add_control_attribute	@screen_id VARCHAR(50) @code_type_id VARCHAR(3) @control_name VARCHAR(50) @attribute_description VARCHAR(50) @value VARCHAR(20)	The **screen_id**, **code_ type_id**, **control_name**, and **attribute_id** of the modified control attribute. If the **attribute_ description** passed does not exist in **tblAttributes**, isp_add_attribute is called.
sp_add_detail_adjustment	@invoice_id INT @line_number INT @adjustment_number INT @instruction_group_id CHAR(2) @instruction_id INT @hours_adjusted VARCHAR(20) @amount_adjusted VARCHAR(20) @description VARCHAR(4096)	The **invoice_id**, **line_ number**, and **adjustment_number** of the modified detail adjustment.
sp_add_detail_adjustment	@invoice_id INT @line_number INT @warning_number INT @description VARCHAR(255)	The **invoice_id**, **line_ number**, and **warning_number** of the modified detail warning.
sp_add_division_contact	@company_id INT @division_id INT @user_id INT @contact_type_id CHAR(1) @contact_company_id INT @contact_division_id INT @affiliation_id CHAR(1) @first_name VARCHAR(50) @middle_name VARCHAR(50) @last_name VARCHAR(50) @email VARCHAR(50) @telephone VARCHAR(14) @notes VARCHAR(1024) @title VARCHAR(50) @address1 VARCHAR(50) @address2 VARCHAR(50) @address3 VARCHAR(50) @city VARCHAR(50) @region_id CHAR(3) @zip_code VARCHAR(10) @country_id VARCHAR(2) @fax VARCHAR(20) @cable VARCHAR(20) @telex VARCHAR(20) @login_name VARCHAR(50) @password VARCHAR(20) @disabled CHAR(1)	The **company_id**, **division_id**, and **user_id** of the modified division contact. Calls isp_add_ user in order to add/edit the associated user.
sp_add_document_request	@invoice_id INT @line_number INT @document_type_id CHAR(1) @notes VARCHAR(1024)	The **invoice_id**, **line_ number**, and **document _number** of the modified document request.

Fig. 9
(5 of 15)

sp_add_invoice	@invoice_id INT @case_id INT @lawfirm_invoice_id VARCHAR(20) @lawfirm_invoice_date DATETIME @flagged CHAR(1) @reaudited CHAR(1) @pending CHAR(1) @work_time VARCHAR(20) @rate_of_exchange VARCHAR(20) @date_of_exchange VARCHAR(20) @projected_fees VARCHAR(20) @projected_costs VARCHAR(20) @internal_notes VARCHAR(1024) @peer_reviewer_notes VARCHAR(1024) @client_notes VARCHAR(1024)	The **invoice_id** of the modified invoice.
sp_add_invoice_action	@invoice_id INT @action_id CHAR(1)	The **invoice_id** and **action_id** of the added invoice action. (**Note:** sp_add_invoice_action resets the **action_id** and **work_time** of its parent invoice.)
sp_add_invoice_detail	@invoice_id INT @line_number INT @task_code_id VARCHAR(4) @time_keeper INT @time_keeper_type_id CHAR(1) @item_date DATETIME @hours_billed VARCHAR(20) @hourly_rate VARCHAR(20) @amount_billed VARCHAR(20) @amount_credited VARCHAR(20) @internal_notes VARCHAR(1024) @peer_reviewer_notes VARCHAR(1024) @client_notes VARCHAR(1024) @description VARCHAR(4096)	The **invoice_id** and **line_number** of the modified invoice detail.
sp_add_lawfirm_parser	@lawfirm_id INT @lawfirm_division_id INT @parser_id INT	The **lawfirm_id**, **lawfirm_division_id**, and **parser_id** of the modified lawfirm parser.
sp_add_menu	@menu_id INT @parent_id INT @description VARCHAR(50)	The **menu_id** of the modified menu.
sp_add_parser	@parser_id INT @field_delimiter VARCHAR(3) @text_delimiter VARCHAR(3) @lines_to_ignore INT @chars_to_ignore INT @date_format VARCHAR(10) @description VARCHAR(100)	The **parser_id** of the modified parser.
sp_add_parser_field	@parser_id INT @import_field_id VARCHAR(50) @place_holder INT	The **parser_id**, and **import_field_id** of the modified parser field.
sp_add_peer_reviewer_invoice	@peer_reviewer INT @invoice_id INT	The **peer_reviewer** and the **invoice_id** of the modified peer reviewer invoice.

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sp_add_screen	@screen_id VARCHAR(50) @code_type_id CHAR(3) @menu_id INT @description VARCHAR(50)	The **screen_id** and the **code_type_id** of the modified screen.
sp_add_screen_attribute	@screen_id VARCHAR(50) @code_type_id VARCHAR(3) @attribute_description VARCHAR(50) @value VARCHAR(20)	The **screen_id, code_ type_id**, and **attribute_ id** of the modified screen attribute. If the **attribute _description** passed does not exist in **tblAttributes**, isp_add_ attribute is called.
sp_add_screen_code	@screen_id VARCHAR(50) @code_type_id VARCHAR(3) @screen_code TEXT	The **screen_id**, and **code _type_id** of the modified screen.
sp_add_screen_control	@screen_id VARCHAR(50) @code_type_id VARCHAR(3) @control_name VARCHAR(50) @control_description VARCHAR(50)	The **screen_id, code_ type_id**, and **control_ _name** of the modified screen control. If the **control_description** passed does not exist in **tblControls**, isp_add_ control is called.
sp_add_time_keeper_area	@time_keeper INT @case_type_id VARCHAR(3)	The **time_keeper**, and **case_type_id** of the modified time keeper area of practice.
sp_add_time_keeper_identifier	@time_keeper INT @identifier VARCHAR(50)	The **time_keeper**, and **identifier** of the modified time keeper identifier.
sp_add_time_keeper_rate	@client_id INT @client_division_id INT @time_keeper INT @date_effective DATETIME @case_type_id VARCHAR(3) @hourly_rate VARCHAR(20)	The **client_id, client_ division_id, time_ keeper**, and **date_ effective** of the modified time keeper rate.
sp_add_time_keeper_region	@time_keeper INT @country_id VARCHAR(2) @region_id VARCHAR(3)	The **time_keeper, country_id**, and **region_ id** of the modified time keeper region of practice.

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sp_add_user	@user_id INT OUTPUT @affiliation_id CHAR(1) @first_name VARCHAR(50) @middle_name VARCHAR(50) @last_name VARCHAR(50) @email VARCHAR(50) @telephone VARCHAR(14) @notes VARCHAR(1024) @title VARCHAR(50) @address1 VARCHAR(50) @address2 VARCHAR(50) @address3 VARCHAR(50) @city VARCHAR(50) @region_id CHAR(3) @zip_code VARCHAR(10) @country_id VARCHAR(2) @fax VARCHAR(20) @cable VARCHAR(20) @telex VARCHAR(20) @login_name VARCHAR(50) @password VARCHAR(20) @disabled @company_id INT @division_id INT @date_admitted_to_bar DATETIME @time_keeper_type_id CHAR(1) @peer_reviewer CHAR(1)	The **user_id** of the modified user.
sp_delete_case	@case_id INT	The **case_id** of the deleted case (**Note:** sp_delete_case cascades deletion through **tblMailBoxes** and **tblCaseData.)**
sp_delete_client_data	@company_id INT @division_id INT	The **client_id** and **client_division_id** of the deleted client data.
sp_delete_client_instruction	@company_id INT @division_id INT	The **client_id** and **client_division_id** of the deleted client instruction.
sp_delete_client_lawfirm	@client_id INT @client_division_id INT @lawfirm_id INT @lawfirm_division_id INT	The **client_id**, **client_division_id**, **lawfirm_id**, and **lawfirm_division_id** of the deleted client/lawfirm association.
sp_delete_company_division	@company_id INT @division_id INT	The **company_id** and **division_id** of the deleted company division. (**Note:** sp_delete_company_division cascades deletion through **tblXDivisions**, where X is the company type.)
sp_delete_conflict	@peer_reviewer INT @company_id INT @division_id INT	The **peer_reviewer**, **company_id**, and **division_id** of the deleted peer reviewer conflict.

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sp_delete_detail_adjustment	@invoice_id INT @line_number INT @adjustment_number INT	The **invoice_id, line_ number**, and **adjustment_number** of the deleted adjustment.
sp_delete_division_contact	@company_id INT @division_id INT @user_id INT	The **company_id, division_id**, and **user_** of the deleted division contact. (**Note**: sp_delete division_contact cascades deletion through **tblLoginUsers, tblContacts**, and **tblXUsers**, where X is the affiliation.)
sp_delete_lawfirm_parser	@lawfirm_id INT @lawfirm_division_id INT @parser_id INT	The **lawfirm_id, lawfirm _division_id**, and **parser _id** of the deleted lawfirm parser.
sp_delete_menu	@menu_id INT	The **menu_id** of the deleted menu.
sp_delete_parser	@parser_id INT	The **parser_id** of the deleted parser. (**Note**: sp _delete_parser cascades deletion through **tblParserImportFields** and **tblLawFirm Parsers.**)
sp_delete_parser_field	@parser_id INT @place_holder INT	The **parser_id** and **place _holder** of the deleted parser field.
sp_delete_invoice	@invoice_id INT	The **invoice_id** of the deleted invoice.
sp_delete_invoice_detail	@invoice_id INT @line_number INT	The **invoice_id** and **line_ number** of the deleted invoice detail.
sp_delete_screen	@screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **screen_id** and **code _type_id** of the deleted screen. (**Note**: sp_ delete_screen cascades deletion through all associated tables.)
sp_delete_screen_control	@screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **screen_id, code_ type_id**, and **control_ name** of the deleted screen control. (**Note**: sp_delete_screen_control cascades deletion through all associated tables.)
sp_delete_time_keeper_area	@time_keeper INT @case_type_id VARCHAR(3)	The **time_keeper**, and **case_type_id** of the deleted area of practice.
sp_delete_time_keeper_identifier	@time_keeper INT @identifier VARCHAR(50)	The **time_keeper**, and **identifier** of the deleted identifier.

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sp_delete_time_keeper_rate	@client_id INT @client_division_id INT @time_keeper INT @date_effective DATETIME	The **client_id, client_ division_id, time_ keeper**, and **date_ effective** of the deleted time keeper rate.
sp_delete_time_keeper_region	@time_keeper INT @country_id VARCHAR(2) @region_id VARCHAR(3)	The **time_keeper, country_id**, and **region_ id** of the deleted region of practice.
sp_delete_user	@user_id INT	The **user_id** of the deleted user. (**Note**: sp_ delete_user cascades deletion through **tblLoginUsers, tblContacts**, and **tblXUsers**, where X is the affiliation.)
sp_update_document_request	@invoice_id INT @line_number INT @document_number INT	The **invoice_id, line_ number**, and **document number** of the modified document request.
sp_update_invoice_text	@invoice_id INT @invoice_text TEXT	The **invoice_id**, and **invoice_text** of the modified invoice.
sp_update_time_keeper_type	@time_keeper INT @time_keeper_type_id CHAR(1)	The **time_keeper** and **time_keeper_type_id** of the modified time keeper type.
sp_upgrade_invoice	@invoice_id INT @old_action_id CHAR(1)	The **invoice_id** and **action_id** of the added invoice action.
sp_view_affiliation_users	@affiliation_id	The **user_id** and **login_ name** of all users belonging to the given affiliation id.
sp_view_actions		**tblActions**
sp_view_affiliations		**tblAffiliations**
sp_view_assigned_invoices	@peer_reviewer INT @action_id CHAR(1) @invoice_id INT	All **action_id** type **invoices** which were assigned to the given **peer_reviewer**. If an **invoice_id** is given, the specific invoice is returned.
sp_view_case_attributes	@case_id	**tblCaseAttributes** belonging to the given **case_id.**
sp_view_case_contacts	@case_id INT	**tblMailboxes** relating to the given case.
sp_view_case_types		**tblCaseTypes**

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sp_view_cases	@case_id INT @case_type_id VARCHAR(3) @case_name VARCHAR(255) @client_id INT @client_division_id INT @client_case_id VARCHAR(50) @lawfirm_id INT @lawfirm_division_id INT @matter_number VARCHAR(50) @billing_company_id INT @billing_company_division_id INT @billing_company_case_id VARCHAR(50) @peer_reviewer INT @listcount INT @index INT	@listcount **cases** from **tblCases,** using the given parameters for a search.
sp_view_client_instructions	@client_id INT @client_division_id INT	**tblClientInstructions,** using the given parameters for a search.
sp_view_client_lawfirms	@client_id INT @client_division_id INT @lawfirm_id INT @lawfirm_division_id INT @listcount INT @index INT	@listcount **tblClientLawFirms,** using the given parameters for a search.
sp_view_client_time_keeper	@client_id INT @client_division_id INT @lawfirm_id INT @lawfirm_division_id INT @identifier VARCHAR(50)	**tblTimeKeeperRates,** using the given parameters for a search.
sp_view_companies	@company_id INT @company_type_id CHAR(1) @company_name VARCHAR(75) @company_initials VARCHAR(20) @federal_id VARCHAR(20) @listcount INT @index INT	@listcount **companies** from **tblCompanies,** using the given parameters for a search.
sp_view_company_divisions	@company_id INT @division_id INT @listcount INT	@listcount **company divisions** from **tblCompanyDivisions FULL JOIN tblXDivisions** (where X is the company type).
sp_view_company_types		**tblCompanyTypes**
sp_view_conflicts	@peer_reviewer INT	**tblConflicts**
sp_view_contact_types		**tblContactTypes**
sp_view_contacts	@company_id @division_id @last_name @listcount	@listcount **users,** using the given parameters as a search.
sp_view_control_attributes	@screen_id VARCHAR(50) @code_type_id VARCHAR(3) @control_name VARCHAR(50)	The **attribute** and **value** of every screen control.
sp_view_countries		**tblCountries**
sp_view_currency		**tblCurrency**

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sp_view_data_types	@attribute_type_id CHAR(1)	**tblDataTypes** using the given parameters for a search.
sp_view_detail_adjustments	@invoice_id INT @line_number INT	**tblDetailAdjustments,** using the given parameters for a search.
sp_view_detail_adjustments	@invoice_id INT @line_number INT	**tblDetailWarnings,** using the given parameters for a search.
sp_view_division_contacts	@company_id INT @division_id INT @user_id INT @first_name VARCHAR(50) @last_name VARCHAR(50) @listcount INT @index INT	@listcount **contact users** from **tblUser JOIN tblContacts JOIN tblLoginUsers JOIN tblDivisionContacts,** using the given parameters for a search.
sp_view_document_requests	@invoice_id INT	**tblDocumentRequests**
sp_view_document_types		**tblDocumentTypes**
sp_view_import_fields		**tblImportFields**
sp_view_invoice_case	@lawfirm_id INT @lawfirm_division_id INT @matter_number VARCHAR(50) @client_case_id VARCHAR(50) @invoice_id INT	**case_id** using the given parameters for a search.
sp_view_invoice_companies	@invoice_id	The **client_id, client_division_id, lawfirm_id,** and **lawfirm_division_id** associated with the given **invoice_id.**
sp_view_contact_types		**tblInstructions**
sp_view_invoice_actions	@invoice_id INT	**tblInvoiceActions** where associated with given invoice_id.
sp_view_invoice_details	@invoice_id INT @listcount INT @index INT	@listcount entries from **tblInvoiceDetails,** beginning with the @indexth entry.
sp_view_invoice_instructions	@invoice_id INT	**tblInstructions** associated with the given invoice_id.
sp_view_invoice_time_keepers	@invoice_id INT	All time keepers that work for the lawfirm associated with the given invoice.
sp_view_invoice_totals	@invoice_id INT	Invoice totals.

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sp_view_invoices	@invoice_id INT @lawfirm_invoice_id VARCHAR(20) @case_id INT @case_type_id CHAR(3) @case_name VARCHAR(255) @client_case_id VARCHAR(50) @matter_number VARCHAR(50) @billing_company_case_id VARCHAR(50) @client_id INT @client_division_id INT @lawfirm_id INT @lawfirm_division_id INT @billing_company_id INT @billing_company_division_id INT @action_id CHAR(1) @listcount INT @index INT	@listcount invoices from **tblInvoices JOIN tblCases**, using the given parameters for a search.
sp_view_lawfirm_time_keepers	@lawfirm_id INT @lawfirm_division_id INT	**tblTimeKeepers**, using the given parameters for a
sp_view_lawfirm_parsers	@lawfirm_id INT @lawfirm_division_id INT	**tblParsers**, using the given parameters for a search on **tblLawFrmParsers**
sp_view_menus		**tblMenus, parent_descriprion**
sp_view_next_adjusted_detail	@invoice_id INT @line_number INT	The next entry in **tblInvoiceDetails** containing an adjustment.
sp_view_next_invoice_description	@invoice_id INT @line_number INT @search_word VARCHAR(1024)	The next entry in **tblInvoiceDetails** containg the given search word.
sp_view_next_invoice_note	@invoice_id INT @line_number INT	The next entry in **tblInvoiceDetails** containing a note.
sp_view_next_invoice_warning	@invoice_id INT @line_number INT	The next entry in **tblInvoiceDetails** containing a warning.
sp_view_parser_fields	@parser_id INT	**tblImportFields** associated with the given parser_id.
sp_view_parser_lawfirms	@parser_id INT	**tblLawFirmParsers** associated with the given parser_id.
sp_view_parsers	@parser_id INT @lawfirm_id INT @lawfirm_division_id INT @desciption VARCHAR(100) @listcount INT	@listcount parsers from **tblParsers**, using the given parameters for a search.
sp_view_regions	@country_id VARCHAR(2)	**tblRegions.** If a **country_id** is given, the regions associated with that country.
sp_view_screen_attributes	@screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **attribute and value** of every screen attribute.

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sp_view_screen_controls	@screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **control_name** and **control_type** of every screen control.
sp_view_screens	@screen_id VARCHAR(50) @code_type_id VARCHAR(3)	**tblScreens.** If a **screen_id** and **code_type_id** are given, the exact screen. If a **code_type_id** is given, the screens associated with that code type.
sp_view_task_codes	@task_code_id VARCHAR(3)	**tblTaskCodes**, if a @task_code_id is given, the unique task code.
sp_view_time_keeper_areas	@time_keeper INT	**tblTimeKeeperPractices** associated with the given time_keeper.
sp_view_time_keeper_identifiers	@time_keeper INT	**tblTKeeperIdentifiers** associated with the given time_keeper.
sp_view_time_keeper_rates	@time_keeper INT @client_id INT @clienbt_division_id INT	**tblTimeKeeperRates** associated with the given time keeper and client division.
sp_view_time_keeper_regions	@time_keeper INT	**tblTimeKeeperRegions** associated with the given time_keeper.
sp_view_time_keeper_types	@time_keeper_type_id CHAR(1)	**tblTimeKeeperTypes**, if a @time_keeper_type_id is given, the unique time keeper type.
sp_view_users	@user_id INT @affiliation_id CHAR(1) @first_name VARCHAR(50) @last_name VARCHAR(50) @email VARCHAR(50) @telephone VARCHAR(14) @login_name VARCHAR(50) @listcount INT @index INT	@listcount **users** from **tblUsers JOIN tblContactUsers JOIN tblLoginUsers, JOIN tblXUsers** (where X is the affiliation), using the given parameters for a search.
spp_add_affiliation_control	@affiliation_id CHAR(1) @screen_id VARCHAR(50) @code_type_id VARCHAR(3) @control_name VARCHAR(50)	The **affiliation_id, screen_id, code_type_ _id**, and **control_name** of the modified affiliation control.
spp_add_affiliation_screen	@affiliation_id CHAR(1) @screen_id VARCHAR(50) @code_type_id VARCHAR(3) @disabled CHAR(1)	The **affiliation_id, screen_id**, and **code_ type_id** of the added affiliation screen.
spp_add_user_control	@user_id INT @screen_id VARCHAR(50) @code_type_id VARCHAR(3) @control_name VARCHAR(50) @disabled CHAR(1)	The **user_id, screen_id, code_type_id**, and **control_name** of the modified user control.

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spp_add_user_screen	@user_id INT @screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **user_id, screen_id,** and **code_type_id** of the added user screen.
spp_delete_affiliation_control	@affiliation_id CHAR(1) @screen_id VARCHAR(50) @code_type_id VARCHAR(3) @control_name VARCHAR(50)	The **affiliation_id, screen_id, code_type_id,** and **control_name** of the deleted affiliation control.
spp_delete_affiliation_screen	@affiliation_id CHAR(1) @screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **affiliation_id, screen_id,** and **code_type_id** of the deleted affiliation screen.
spp_delete_user_control	@user_id INT @screen_id VARCHAR(50) @code_type_id VARCHAR(3) @control_name VARCHAR(50)	The **user_id, screen_id, code_type_id,** and **control_name** of the deleted user control.
spp_delete_user_screen	@user_id INT @screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **user_id, screen_id,** and **code_type_id** of the deleted user screen.
spp_view_affiliation_controls	@affiliation_id CHAR(1) @screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **screen_id, code_type_id,** visible, and **enabled** fields relating to a particular affiliation and every screen.
spp_view_affiliation_screens	@affiliation_id CHAR(1)	The **screen_id, code_type_id,** and **enabled** fields relating to a particular affiliation and every screen.
spp_view_screen_affiliations	@screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **affiliation_id, affiliation** (description), and **enabled** fields relating to the given screen and every affiliation.
spp_view_screen_users	@screen_id VARCHAR(50) @code_type_id VARCHAR(3) @affiliation_id CHAR(1)	The **user_id, login_name,** and **enabled** fields relating to the given screen and every user. If an **affiliation_id** is given, the users of that affiliation relating to the given screen.
spp_view_user_controls	@login_name VARCHAR(50) @screen_id VARCHAR(50) @code_type_id VARCHAR(3)	The **user_id, screen_id, code_type_id, control_name, visible,** and **enabled** fields relating to the given user and every screen.
spp_view_user_screens	@login_name VARCHAR(50)	The **user_id, screen_id, code_type_id, menu_id** and **enabled** fields relating to the given user and every screen.

Fig. 9
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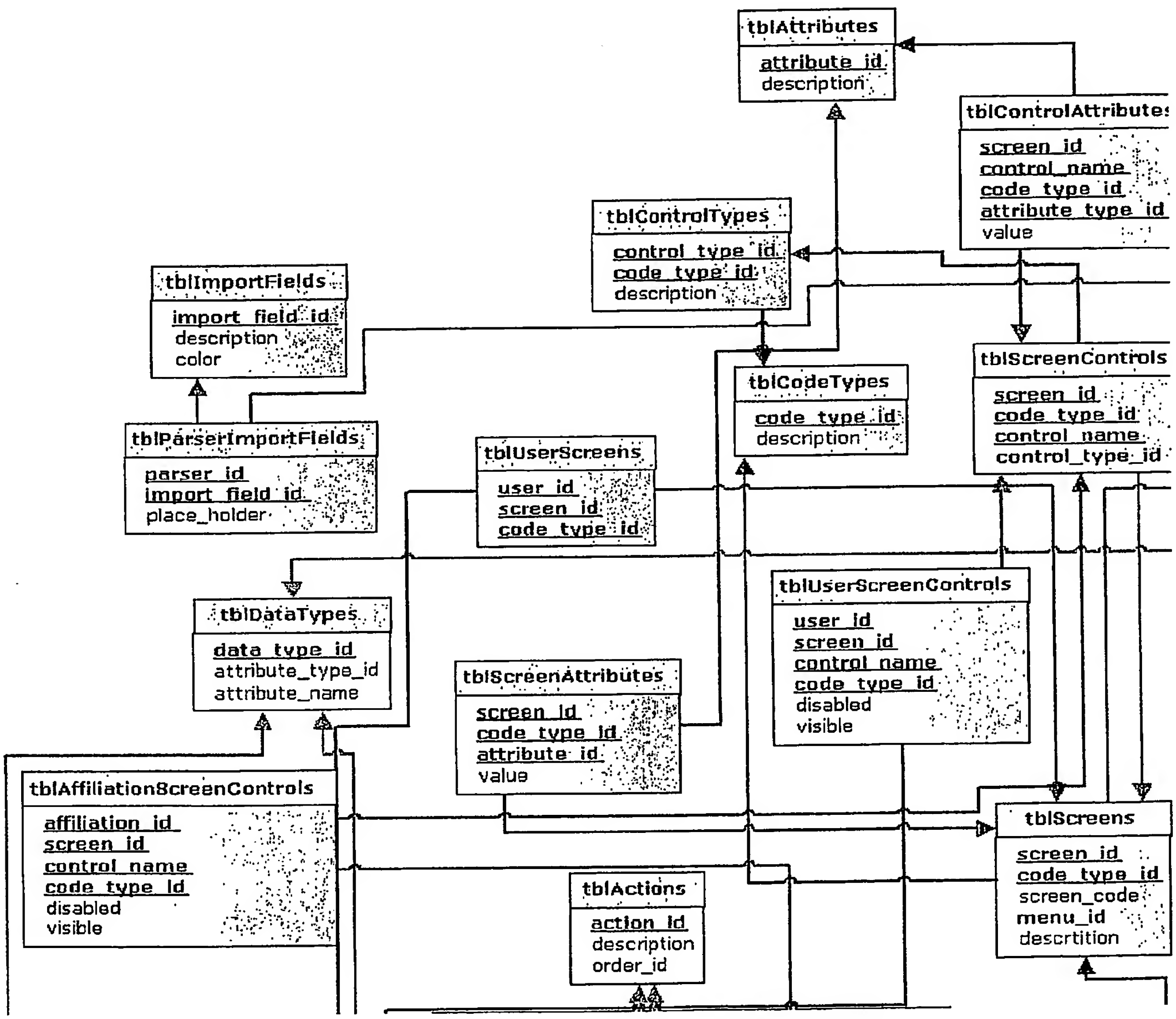
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Fig. 10
(1 of 4)

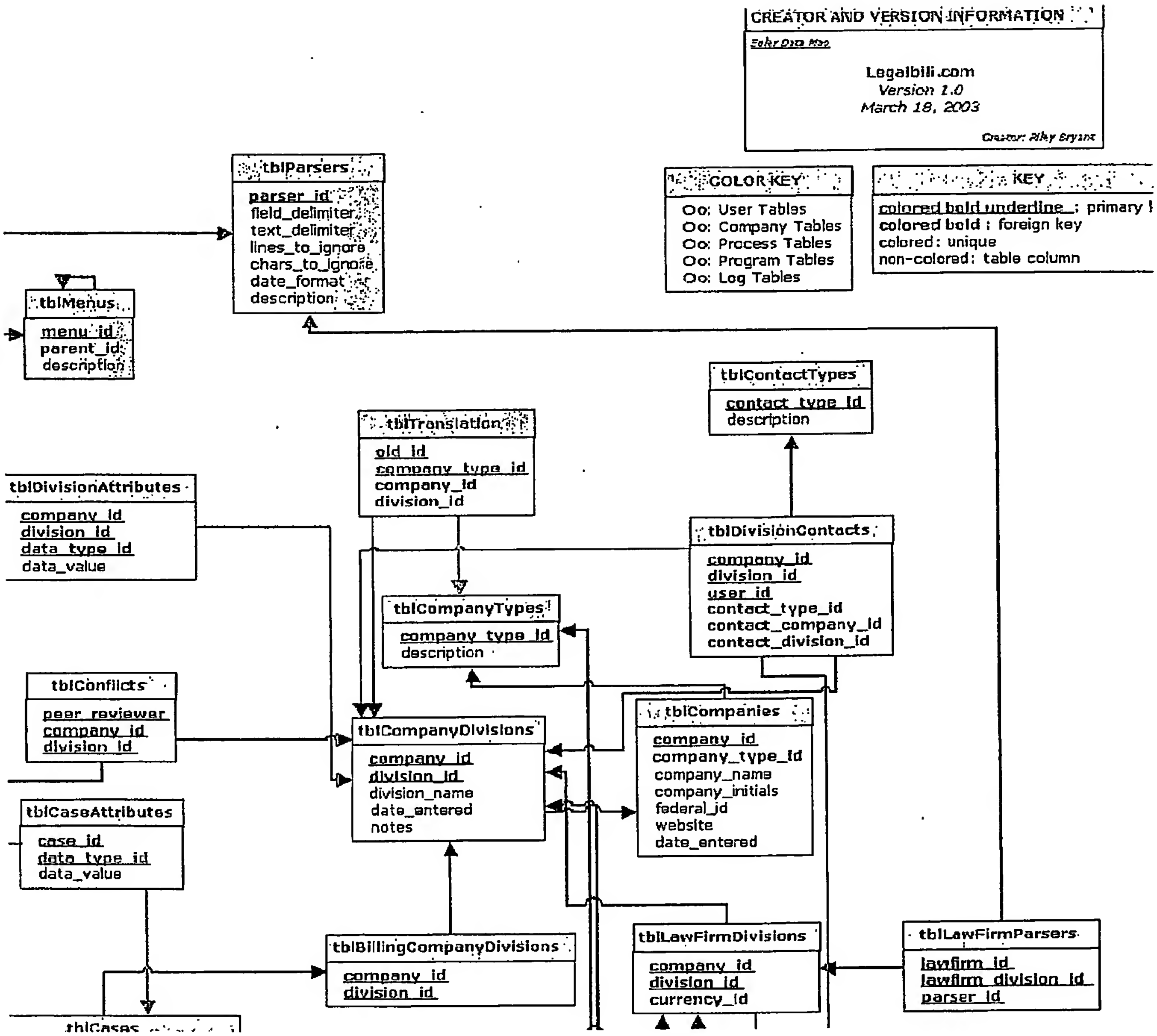
CREATOR AND VERSION INFORMATION
Legalbill.com
Version 1.0
March 18, 2003
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Fig. 10
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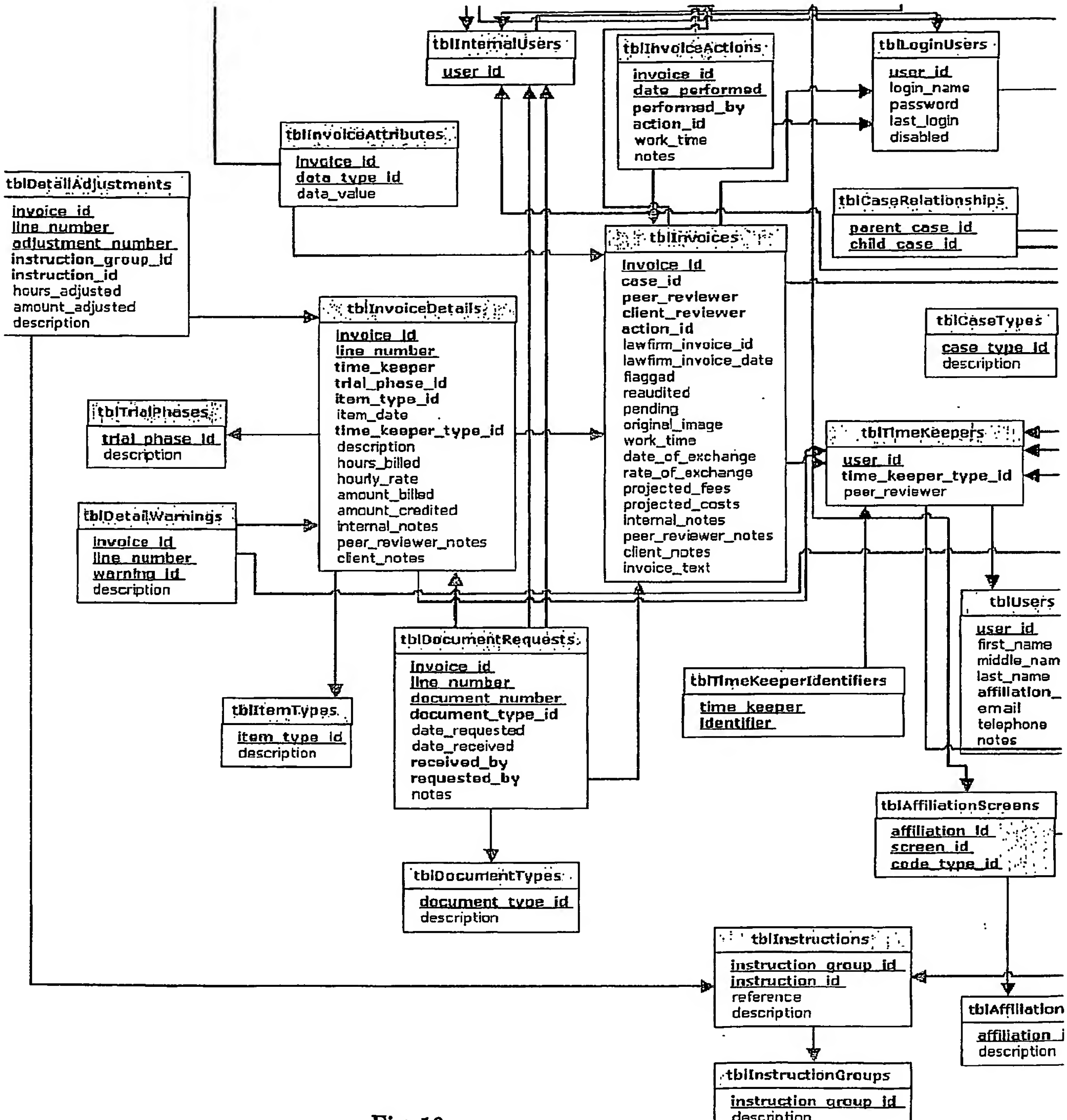
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last_name
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telephone
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received_by
requested_by
notes
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tblItemTypes
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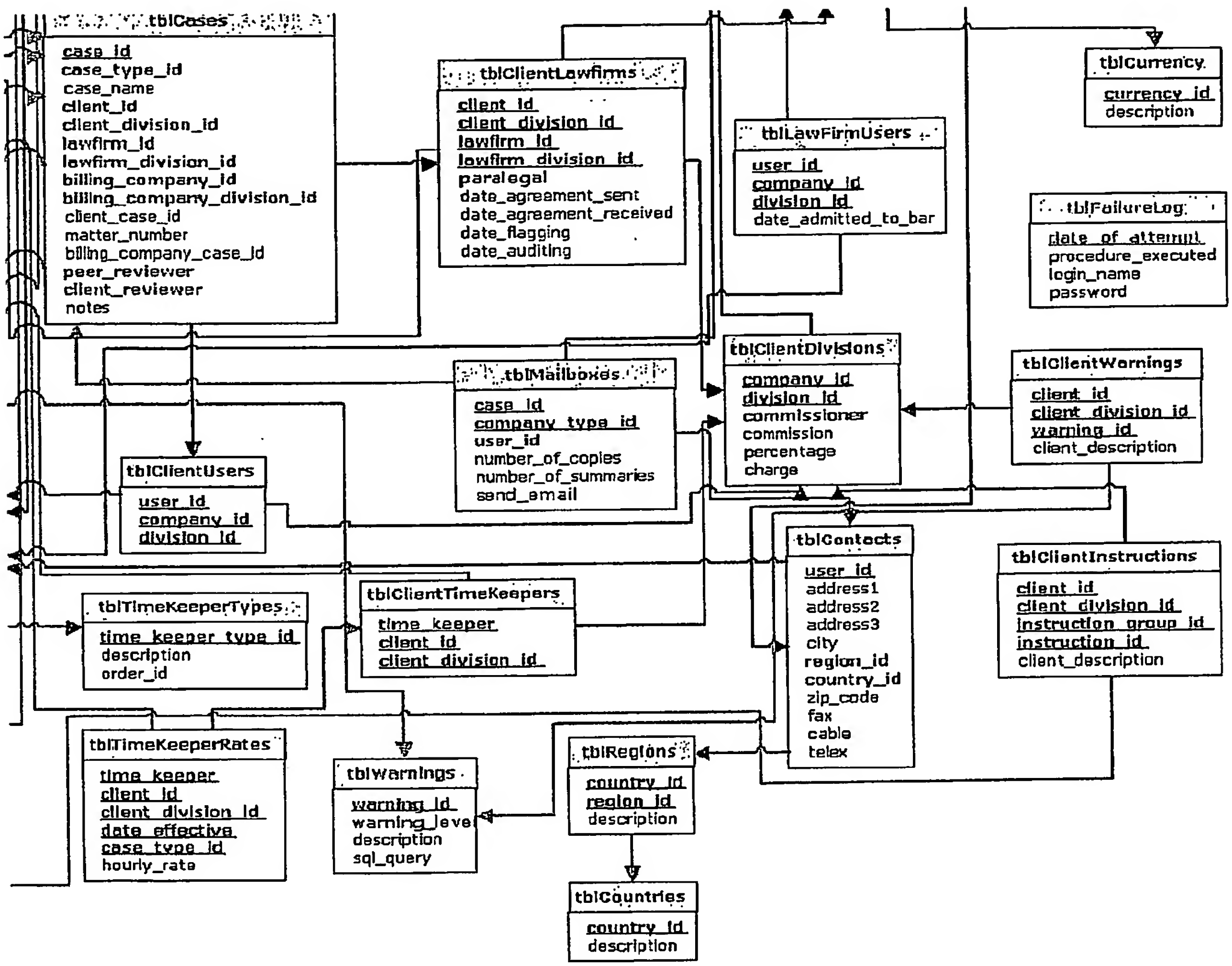
Fig. 10
(3 of 4)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case_id
case_type_id
case_name
client_id
client_division_id
lawfirm_id
lawfirm_division_id
billing_company_id
billing_company_division_id
client_case_id
matter_number
billing_company_case_id
peer_reviewer
client_reviewer
notes
tblClientLawfirms
client_id
client_division_id
lawfirm_id
lawfirm_division_id
paralegal
date_agreement_sent
date_agreement_received
date_flagging
date_auditing
tblLawFirmUsers
user_id
company_id
division_id
date_admitted_to_bar
tblCurrency
currency_id
description
tblFailureLog
date_of_attempt
procedure_executed
login_name
password
tblMailboxes
case_id
company_type_id
user_id
number_of_copies
number_of_summaries
send_email
tblClientDivisions
company_id
division_id
commissioner
commission
percentage
charge
tblClientWarnings
client_id
client_division_id
warning_id
client_description
tblClientUsers
user_id
company_id
division_id
tblContacts
user_id
address1
address2
address3
city
region_id
country_id
zip_code
fax
cable
telex
tblClientInstructions
client_id
client_division_id
instruction_group_id
instruction_id
client_description
tblTimeKeeperTypes
time_keeper_type_id
description
order_id
tblClientTimeKeepers
time_keeper
client_id
client_division_id
tblTimeKeeperRates
time_keeper
client_id
client_division_id
date_effective
case_type_id
hourly_rate
tblWarnings
warning_id
warning_level
description
sql_query
tblRegions
country_id
region_id
description
tblCountries
country_id
description

Fig. 10
(4 of 4)

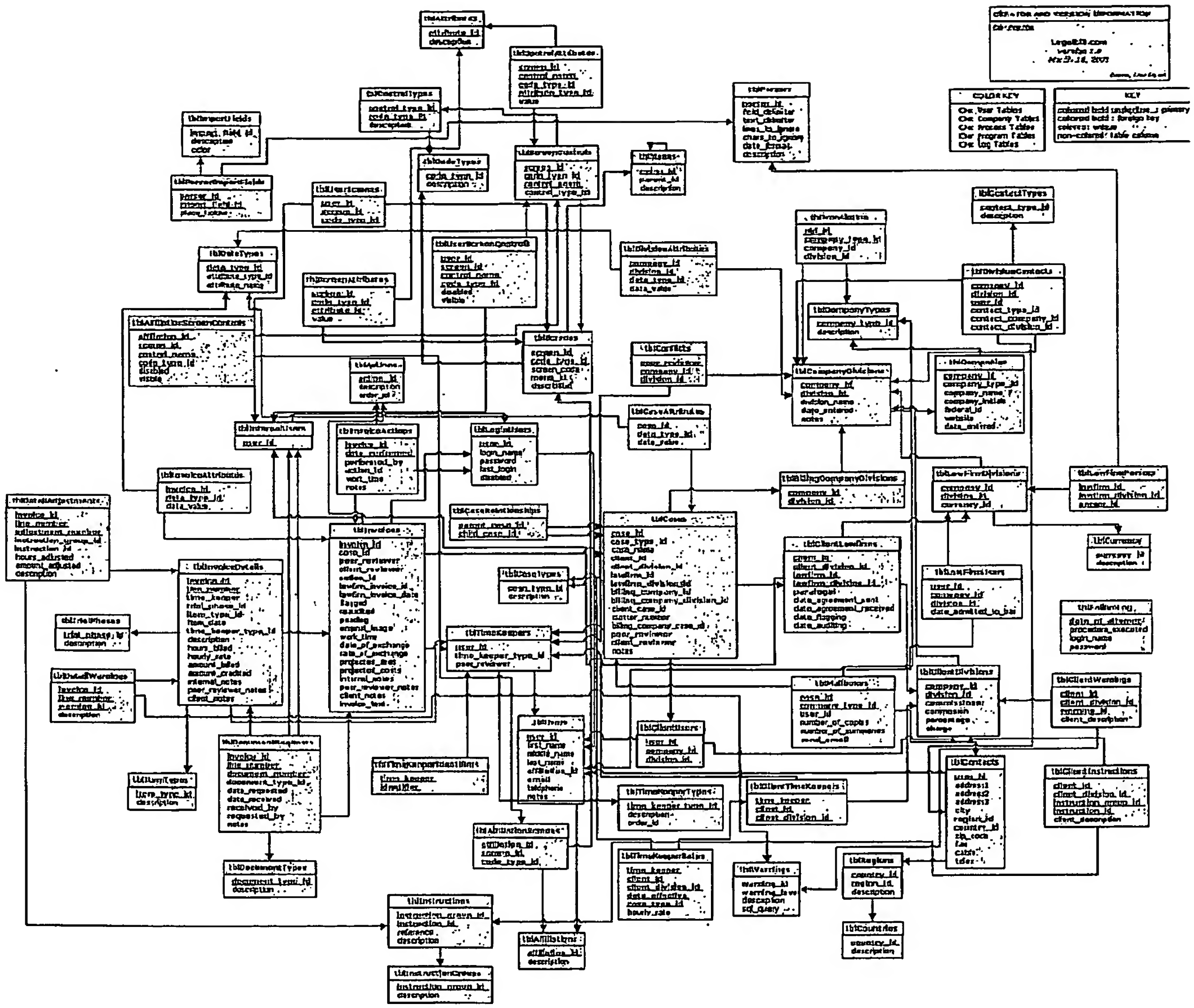

Fig. 11

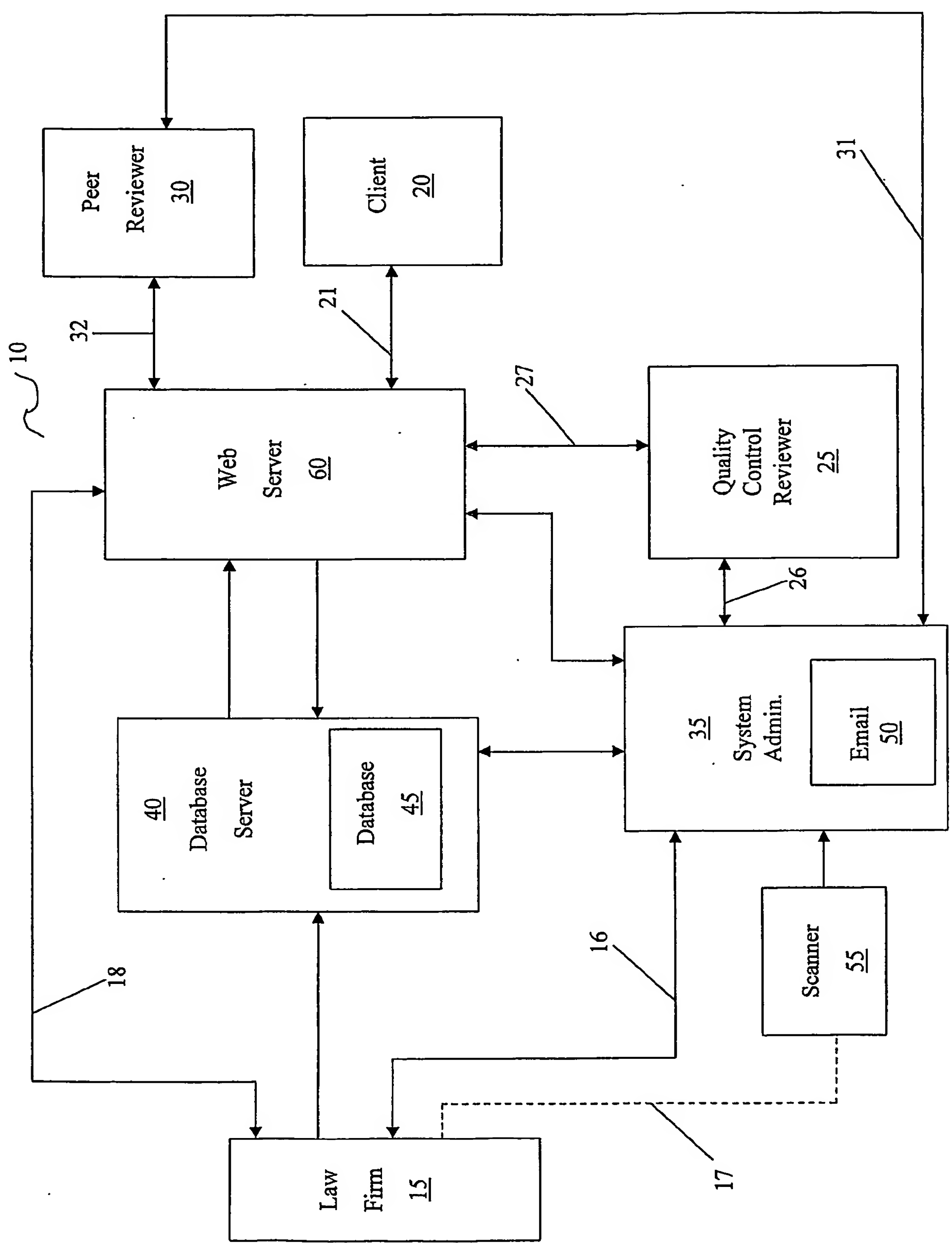
10
Peer Reviewer 30
Client 20
32
21
Web Server 60
27
Quality Control Reviewer 25
31
26
40 Database Server
Database 45
35 System Admin.
Email 50
18
16
Scanner 55
Law Firm 15
17

Fig. 12

Summary of Legal Fees & Costs (for the Entire Time Period)

	Amount Billed	% of Total
Fees		
Costs		
Total		

This Report can also be generated as

- *Summary of Legal Fees & Costs (for all Completed Cases in the Time Period)*
- *Summary of Legal Fees & Costs (for all Cases involving a Settlement in the Time Period)*

Fig. 13 (a)

Summary of Legal Fees & Costs (by Case Type)

	Fees	Costs	Amount Billed	% of Total
Employment Law				
Liability				
...				

Fig. 13 (b)

Summary of Legal Fees & Costs (by Case Type and Case)

	Fees	Costs	Amount Billed	% of Total
Employment Law				
Case A				
Case B				
Liability				
Case C				
Case D				
...				

Fig. 13 (c)

Summary of Legal Fees & Costs (by Law Firm)

	Fees	Costs	Amount Billed	% of Total
Law Firm 1				
Law Firm 2				
...				

Fig. 13 (d)

Summary of Legal Fees & Costs (by Law Firm and Time Keeper)

	Fees	Costs	Amount Billed	% of Total
Law Firm 1				
ABC				
DEF				
Law Firm 2				
GHI				
JKL				
...				

Fig. 13 (e)

Summary of Legal Fees & Costs (by Sample client Litigation Manager)

	Fees	Costs	Amount Billed	% of Total
Lit. Mgr. 1				
Lit. Mgr. 2				
...				

Fig. 13 (f)

Summary of Legal Fees & Costs (by Sample client Litigation Manager and Case)

	Fees	Costs	Amount Billed	% of Total
Lit. Mgr. 1				
Case A				
Case B				
Lit Mgr. 2				
Case C				
Case D				
...				

Fig. 13 (g)

Adjustment Summary (for Entire Time Period)

	Hours Billed	Amt. Billed	Adj. Recom.	Adj. Realized	% Adj Recom	% Adj. Realiz
Fees						
Costs						
Total						

This Report can also be generated as

- *Adjustment Summary (for all Completed Cases in the Time Period)*
- *Adjustment Summary (for all Cases involving a Settlement in the Time Period)*

Fig. 14(a)

Adjustment Summary (by Case Type)

	Hours Billed	Amt. Billed	Adj. Recom.	Adj. Realized	% Adj Recom	% Adj. Realiz
Empl. Law						
Liability						
...						

Fig. 14(b)

Adjustment Summary (by Case Type and Case)

	Hours Billed	Amt. Billed	Adj. Recom.	Adj. Realized	% Adj Recom	% Adj. Realiz
Empl. Law						
Case A						
Case B						
Liability						
Case C						
Case D						
...						

Fig. 14(c)

Adjustment Summary (by Law Firm)

	Hours Billed	Amt. Billed	Adj. Recom.	Adj. Realized	% Adj Recom	% Adj. Realiz
Law Firm 1						
Law Firm 2						
...						

Fig. 14(d)

Adjustment Summary (by Law Firm and Time Keeper)

	Hours Billed	Amt. Billed	Adj. Recom.	Adj. Realized	% Adj Recom	% Adj. Realtz
Law firm 1						
ABC						
DEF						
Law firm 2						
GHI						
JKL						
...						

Fig. 14(e)

Adjustment Summary (by Sample client Litigation Manager)

	Hours Billed	Amt. Billed	Adj. Recom.	Adj. Realized	% Adj Recom	% Adj. Realiz
Lit. Mgr. 1						
Lit. Mgr. 2						
...						

Fig. 14(f)

Adjustment Summary (by Sample client Litigation Manager and Case)

	Hours Billed	Amt. Billed	Adj. Recom.	Adj. Realized	% Adj Recom	% Adj. Realiz
Lit. Mgr. 1						
Case A						
Case B						
Lit. Mgr. 2						
Case C						
Case D						
...						

Fig. 14(g)

Summary of Fees (by Position and Billing Rate)

Position	Bill Rate/hr	Avg Bill. Rate	Hours Bill.	Amt. Bill	% Hrs Bill.	% Amt. Bill
Paralegal	< $100					
	$100 - $150					
	> $150					
Associate	< $200					
	$200 - $250					
	> $250					
Partner	< $300					
	$300 - $350					
	> $350					

These Reports can also be generated as

- *Summary of Fees (by Position and Billing Rate for each Case Type)*
- *Summary of Fees (by Position and Billing Rate for each Case)*
- *Summary of Fees (by Position and Billing Rate for each Law firm)*
- *Summary of Fees (by Position and Billing Rate for each Sample client Litigation Manager)*
- *Summary of Fees (by Position and Billing Rate for each Sample client Litigation Manager and Case)*

Fig. 15(a)

Summary of Fees (by Activity Groups)

Activity Group	Average Rate	Hours Billed	Amount Billed	% of Total
Prepare/ Analyze				
Review/ Draft				
...				
...				

These Reports can also be generated as

- *Summary of Fees (by Activity Groups for each Case Type)*
- *Summary of Fees (by Activity Groups for each Case)*
- *Summary of Fees (by Activity Groups for each Law firm)*
- *Summary of Fees (by Activity Groups for each Sample client Litigation Manager)*
- *Summary of Fees (by Activity Groups for each Sample client Litigation Manager and Case)*.

Fig. 15(b)

Summary of Costs (by Expense Category)

Expense Category Group	Expense Category	Amount Charged	% of Total
Communications	Telephone		
	Facsimile		
Travel	Local Travel		
	Out-of-Town Travel		
...			
...			

These Reports can also be generated as

- *Summary of Costs (by Expense Category for each Case Type)*
- *Summary of Costs (by Expense Category for each Case)*
- *Summary of Costs (by Expense Category for each Law firm)*
- *Summary of Costs (by Expense Category for each Sample client Litigation Manager)*
- *Summary of Costs (by Expense Category for each Sample client Litigation Manager and Case)*

Fig. 15(c)

Control Number: 215850
Matter Number: LEGALBILL
Invoice Number: LEGALBILL

Bill reviewed for:

CLIENT XXX (AS A CLIENT)
BRENTWOOD, TN 37207

Pay to the firm of:

LAW FIRM XXX (AS A LAWFIRM)
BRENTWOOD, TN 37027

Federal Tax ID:

DIVISION: UNASSIGNED
INTERNAL COUNSEL: UNASSIGNED
Printed: 3/31/2003

Matter Name: LEGALBILL TEST
Client File ID: LEGALBILL
Claim # LEGALBILL
Matter #: LEGALBILL
Invoice #: LEGALBILL
Invoice Date: 01/20/2003
Period Billed: 2/10 to 2/10

Payment Summary

	Fees	Costs	Credits	Total	% Adjusted
Billed	$0.00	$0.00	$0.00	$0.00	
Adjusted	$0.00	$0.00	$0.00	$0.00	0.00%
Pay to Firm	$0.00	$0.00	$0.00	$0.00	

Line	Date	Atty	Description	Hrly Rate	Hrs Billed	Amt Billed
10	2/10/03	XXX	"Attend" status conference with Judge Wittmayer. [amount billed: 24]	$120.00	0.00	$0.00
		01	**OTHER** "Unauthorized"		0.00	$0.00

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Fig. 16